

Carry out routine and preventive maintenance common to the print industry

Level 3

Credits 10

Purpose People credited with this unit standard are able to: follow the approved routine maintenance schedule for a print industry machine; inspect and maintain the various systems of the machine and associated auxiliary equipment; ensure safety devices are working; care for gauges and instruments available in the workplace; follow a preventive maintenance programme; and follow procedures for disposal of waste material.

Subfield Printing

Domain Printing Production

Status Registered

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Entry information Prerequisite: Unit 340, *Demonstrate knowledge of safe working practices in the print industry*, or demonstrate equivalent knowledge and skills.

Accreditation Evaluation of documentation and visit by NZQA and industry.

Standard setting body (SSB) Competenz

Accreditation and Moderation Action Plan (AMAP) reference 0005

This AMAP can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Special notes

- 1 All workplace practices must meet any applicable and recognised codes of practice, and documented workplace health, safety, and environmental procedures for personal, product, and workplace health, safety, and environmental matters, and the obligations required under current law including the Health and Safety in Employment Act 1992, Resource Management Act 1991, and their subsequent amendments.

2 Definitions

print industry includes all sectors involved in print and packaging industries including – pre-production, production, and post-production activities, suppliers and distributors. The sectors include – graphic pre-press, digital output sheet-fed, reel-fed, screen, binding and finishing, fibreboard packaging;

preventive maintenance refers to the systematic care and servicing of machinery and equipment by inspection, detection, and correction of early failures either before they occur or before they develop into major defects;

routine maintenance refers to simple, small-scale activities (usually requiring only minimal skills or training) associated with regular scheduled and general upkeep of machinery and equipment against normal wear and tear;

workplace practices refer to the documented procedures for the machine and/or workplace.

Elements and performance criteria

Element 1

Follow the approved routine maintenance schedule for a print industry machine in accordance with workplace practices.

Performance criteria

- 1.1 Location of routine maintenance schedule is identified in terms of workplace practices.
- 1.2 Routine maintenance schedule is followed, as set out in the machine operating manual.
- 1.3 Tools for carrying out maintenance are selected, used, and stored as set down in the machine operating manual.
- 1.4 Lubricants and cleaning agents are selected and used in accordance with manufacturer's instructions.
- 1.5 Procedures for reporting of unusual wear, machine noises, and other faults are described and followed.
- 1.6 Machine supplies and sundries are obtained in accordance with workplace practices.

Element 2

Inspect and maintain the various systems of the machine and associated auxiliary equipment in accordance with workplace practices.

Performance criteria

- 2.1 Machine systems are inspected and maintained to ensure optimum running.
Range cleaning and lubrication.

- 2.2 Auxiliary equipment available is inspected and maintained to ensure optimum running of the machine.

Element 3

Ensure safety devices are working.

Performance criteria

- 3.1 Safety devices and systems are checked to ensure correct operation.
- 3.2 Safety device operation faults are recognised and reported in accordance with workplace practices.

Element 4

Care for gauges and instruments available in the workplace.

Range any of – micrometer, densitometer, durometer, pH meter, conductivity meter, packing gauge, bar code verifier, thermometers (manual and electric), scales, tensionmeters.

Performance criteria

- 4.1 Gauges and instruments used to measure in the workplace are identified.
- 4.2 Gauge and instrument faults are recognised and reported in accordance with workplace practices.

Element 5

Follow a preventive maintenance programme in accordance with workplace practices.

Performance criteria

- 5.1 A preventive maintenance programme is defined and the difference between a preventive maintenance programme and routine maintenance is described.
- 5.2 A preventive maintenance programme is followed in accordance with the machine operating manual.

Element 6

Follow procedures for disposal of waste material in accordance with workplace practices.

Performance criteria

- 6.1 Waste materials and substances that are recyclable are listed.
- 6.2 Procedures for disposal of waste materials and substances are followed.

Please note

Providers must be accredited by NZQA, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by NZQA before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact Competenz info@competenz.org.nz if you wish to suggest changes to the content of this unit standard.